



TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6

Regular Session Minutes Thursday, June 22, 2017

1. Call to Order

With a quorum present, the regular session meeting of Travis County ESD No. 6 was called to order by Commissioner Barr at 1:01 p.m. on Thursday, June 22, 2017 at Lake Travis Fire Rescue Headquarters, 15304 Pheasant Lane, Suite #100, Austin, Travis County, Texas 78734.

| | | |
|-------------------------------|---------------------|---------|
| Commissioner Paula S. Barr | President | Present |
| Commissioner Jefferson Howell | Vice President | Present |
| Commissioner Jerry Stein | Treasurer | Present |
| Commissioner Jim Boushka | Assistant Treasurer | Absent |
| Commissioner Mary Lynne Gibbs | Secretary | Absent |

2. Public comment

NONE

3. Employee recognition

The Fire Chief recognized Will Boettner for continued good work at his cost-shared Wildfire Mitigation Specialist position with the City of Lakeway and Lake Travis Fire Rescue.

4. LTFR/Community events

The Fire Chief reported that there will be a Promotional Badge Pinning Ceremony on Thursday, July 27 and New Firefighter Pinning Ceremony on Friday, October 27. Both will be held at the Lakeway Activity Center in Lakeway.

14. Update, discuss and/or take action on Board Sub-Committees' work

- Educational Committee report
 - Update, discuss and/or take action on Legislative Strategic Plan

Members of the Board heard from:
Commissioner Paula S. Barr, Board President
Legislative Education Consultant Debbie Mitchell
Fire Chief Abbott

5. Approve the minutes of the Thursday, May 25, 2017 Regular Session

MOTION: Approve the minutes of the Thursday, May 25, 2017 Regular Session as presented in Consent Item #5.

RESULT: **ADOPTED (UNANIMOUS)**

MOVER: Commissioner Jerry Stein, Treasurer

SECONDER: Commissioner Jefferson Howell, Vice President

AYES: Paula S. Barr, Jefferson Howell, Jerry Stein

ABSENT: Jim Boushka, Mary Lynne Gibbs

6. Update, discuss and/or take action on the May 2017 Financial Report

Members of the Board heard from:
Financial Manager Smith

MOTION: Approve the May 2017 Financial Report as presented in Item #6.

RESULT: **ADOPTED (UNANIMOUS)**

MOVER: Commissioner Jerry Stein, Treasurer

SECONDER: Commissioner Jefferson Howell, Vice President

AYES: Paula S. Barr, Jefferson Howell, Jerry Stein

ABSENT: Jim Boushka, Mary Lynne Gibbs

7. Update, discuss and/or take action on May 2017 Bank Statements/Investments

Members of the Board heard from:
CFO De Witt
Financial Manager Smith

MOTION: Approve May 2017 Bank Statements/Investments as presented in Item #7.

RESULT: **ADOPTED (UNANIMOUS)**

MOVER: Commissioner Jefferson Howell, Vice President

SECONDER: Commissioner Jerry Stein, Treasurer

AYES: Paula S. Barr, Jefferson Howell, Jerry Stein

ABSENT: Jim Boushka, Mary Lynne Gibbs

8. Update, discuss and/or take action on expenditures over \$2,000

Members of the Board heard from:
Commissioner Jefferson Howell, Vice President
Fire Chief Abbott
Assistant Fire Chief Tess
CFO De Witt
Financial Manager Smith

MOTION: Approve non-recurring expenditures over \$2,000 as presented in Item #8.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Jefferson Howell, Vice President
SECONDER: Commissioner Jerry Stein, Treasurer
AYES: Paula S. Barr, Jefferson Howell, Jerry Stein
ABSENT: Jim Boushka, Mary Lynne Gibbs

9. Investment Committee meeting

Members of the Board heard from:
Administrative Manager Marczynski
Financial Manager Smith

MOTION: Approves the Investment and Cash Management Procedures 06.04.02 Policy as presented in Item #9.
RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Commissioner Jefferson Howell, Vice President
SECONDER: Commissioner Jerry Stein, Treasurer
AYES: Paula S. Barr, Jefferson Howell, Jerry Stein
ABSENT: Jim Boushka, Mary Lynne Gibbs

10. Update and discuss Truth-in-Taxation process

Members of the Board heard from:
CFO De Witt

RESULT: **DISCUSSED**

11. Discuss FY 2018 Preliminary 10-Year Financial Plan and Capital Improvement Plan

Members of the Board heard from:
Commissioner Paula S. Barr, Board President
Commissioner Jefferson Howell, Board Vice President
Commissioner Jerry Stein, Board Treasurer
Fire Chief Abbott
CFO De Witt
Financial Manager Smith

RESULT: **DISCUSSED**

12. Discuss upcoming planning process for District's future strategic service goals, their prioritization and how to achieve them

Members of the Board heard from:
Commissioner Paula S. Barr, Board President
Commissioner Jefferson Howell, Board Vice President
Fire Chief Abbott

RESULT: DISCUSSED

13. Executive Session (No public discussion on these items)

The Travis County Emergency Services District No. 6 Board of Commissioners will consider the following items in Executive Session. The Board of Commissioners may also consider any other matter posted on the agenda if there are issues that require consideration in Executive Session and the Board of Commissioners announces that the item will be considered in Executive Session. No action may be taken on any items considered during Executive Session.

A. Tex Govt. Code §551.074: Deliberation about personnel matters

B. Tex Gov't Code §551.071: Consultation with attorneys – Regarding all matters authorized as by law

RESULT: NO ACTION TAKEN

14. Update, discuss and/or take action on Board Sub-Committees' work

- Educational Committee report
 - Update, discuss and/or take action on the Citizen's Education Forum (CEF)
 - Discuss August 3, 2017 CEF meeting agenda

Members of the Board heard from:
Commissioner Paula S. Barr, Board President
Commissioner Jefferson Howell, Board Vice President

RESULT: DISCUSSED

- Update, discuss and/or take action on the Citizen's Advisory Committee (CAC)

RESULT: NONE PRESENTED

- City Relations Committee report

Members of the Board heard from:
Commissioner Paula S. Barr, Board President

RESULT: NONE PRESENTED

15. Update, discuss and/or take action on Wildland Fuels Management Program

Members of the Board heard from:
Assistant Fire Chief Tess

RESULT: DISCUSSED

16. Update, discuss and/or take action on Fire Station 606 site and timeline

Members of the Board heard from:

Commissioner Paula S. Barr, Board President
Commissioner Jefferson Howell, Vice President
Fire Chief Abbott
Assistant Fire Chief Tess

MOTION: Approves the recommendations of the Fire Chief for the new station location and tentative timeline.

RESULT: **ADOPTED (UNANIMOUS)**

MOVER: Commissioner Jefferson Howell, Vice President

SECONDER: Commissioner Jerry Stein, Treasurer

AYES: Paula S. Barr, Jefferson Howell, Jerry Stein

ABSENT: Jim Boushka, Mary Lynne Gibbs

17. Update, discuss and/or take action on Travis County ESD Commissioners Council (ESDCC)

- Update, discuss and identify back-up representative to ESDCC

Members of the Board heard from:

Commissioner Paula S. Barr, Board President
Fire Chief Abbott

RESULT: **DISCUSSED AND TABLED**

18. Update, discuss and/or take action on Texas State Association of Fire Emergency Districts (SAFE-D)

- Commissioner training opportunities

Members of the Board heard from:

Commissioner Paula S. Barr, Board President

RESULT: **DISCUSSED**

19. Fire Chief comments

Members of the Board heard from:

Commissioner Paula S. Barr, Board President
Commissioner Jerry Stein, Treasurer
Fire Chief Abbott
Assistant Fire Chief Tess
CFO De Witt

RESULT: **DISCUSSED**

20. Commissioners concerns and future agenda items

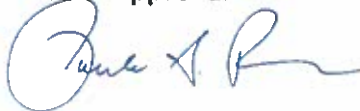
RESULT: DISCUSSED

ADJOURN

Approved by the Board of Commissioners:

7/27/17

Date of Approval



**Paula S. Barr
President, Board of Commissioners**